

**THE RHODE ISLAND CONVENTION CENTER AUTHORITY 283rd  
MEETING OF THE BOARD OF COMMISSIONERS July 28, 2005**

**A meeting of the Board of Commissioners of the Rhode Island Convention Center Authority (hereinafter referred to as "Authority", the "CCA" or the "Board") was held on July 28, 2005, at 9:00 a.m. pursuant to notice, at the Rhode Island Convention Center Boardroom, One Sabin Street, Providence, Rhode Island.**

**Board members present were Chairman, David A. Duffy, Commissioners, Paul MacDonald, David Gavitt, Joe Judge, George Nee, Jeff Hirsh, Jerry Massa, Dale Venturini and Michael Mello.**

**Also present were James P. McCarvill, Executive Director, RICCA; Bruce Leach, Legal Counsel; Neil Shriever and George Donnelly, PWCVB; Tim Muldoon, John McGinn, and Debbie Tuton, SMG; Andrea Stape, Providence Journal; Maureen Gurghigian and Steve Maceroni, First South West; Kate Moulding and Bertha Medina, Local 217, RICC; Thomas Mullaney, Budget Office and Eileen Smith, Recording Secretary. CALL TO ORDER Recognizing a quorum, Chairman Duffy called the meeting to order at 9:00 a.m.**

**APPROVAL OF MINUTES Chairman Duffy entertained a motion to accept the minutes of the 282nd meeting, June, 2005. Upon a motion duly made by Mr. Judge and seconded by Mr. Gavitt it was unanimously VOTED: to approve the minutes as distributed**

**Chairman Duffy instructed the RICCA office to send the approved**

**minutes to the Secretary of State's office via electronic mail.**

**Mr. Duffy asked Mr. Massa to present a report from the Operations & Facilities Committee meeting.**

## **OPERATIONS AND FACILITIES COMMITTEE**

**Mr. Massa asked Mr. Muldoon to update the Board on the parking system. Mr. Muldoon reported that the new equipment for the Parking Access & Revenue Control System (PARCS) had been ordered and replacement of the old system was about to begin and should be up and running by Labor Day. Mr. Muldoon said that training of key personnel would begin shortly at CTR's headquarters in Pennsylvania and explained that all programming and testing will be done prior to the equipment being installed in the garage.**

## **FINANCE COMMITTEE**

**Mr. Judge presented a report from the Finance Committee. Mr. Judge noted that Mr. Muldoon had reported that the Convention Center had received their new insurance rating from Chub Insurance and was pleased to announce that the Convention Center had performed very well. Mr. Massa stated that a good rating is important because of the premiums charged for insurance. The Commissioners congratulated Mr. Muldoon and his staff for a job well done.**

**Mr. Judge reported that Convention Center activity showed favorable variances for the month in all revenue centers except ancillary services. Mr. Muldoon announced that the Convention Center had the best year since opening. He continued that net income tracked higher than prior year actual by \$188,481 and higher than budget by \$518,260 mainly attributable to services billed, ancillary services and parking all showing favorable variances to actual. Mr. Judge stated that on a year to date basis, combined revenues increased by \$728,040 or 6%. Mr. Muldoon noted that business that was lost was able to be made up. Mr. Muldoon thanked everyone that had helped to bring business to the facility. He said that he feels positive about the coming year.**

**Mr. McCarvill reported that an RFP for Senior Underwriter in anticipation of the sale of bonds had been advertised on the State Web Site and in the Providence Journal and responses were due on August 5, 2005. Mr. Duffy asked if everyone concurred that the bonds should be taxable. Mr. McCarvill said that not everyone thinks that the bonds must be taxable but there is only a slight difference between taxable and non-taxable and the Authority would have more flexibility with taxable bonds.**

**Mr. Massa asked if it would be better to lease the concessions rather than self manage. Mr. McCarvill responded that he was looking at the plusses and minuses of each scenario but noted that we have seen**

the value of a management contract. Conversations ensued regarding the different concessions at the Dunkin' Donuts Center. Mr. Gavitt said that the conversations and responses have been very educational.

Mr. McCarvill reported discussions of other options for refunding with Merrill Lynch and the Budget Office. Mr. McCarvill said that the Budget Office preferred a plain vanilla refunding as opposed to more variable debt.

## **MARKETING COMMITTEE**

Ms. Venturini was pleased to report that the cooperation between the PWCVB and the Newport CVB was very encouraging. She noted the hard work being done by both agencies to fill the several hundred new rooms soon to be added to the market. Mr. Shriever spoke to the Board and reported on the CVB's successes and losses and noted that short term bookings are still the trend. Mr. Massa asked if the CVB tracks the economic impact of events. Mr. Schriever said that they do. Mr. Massa suggested that the information should be reported to the Marketing Committee. Mr. Schriever said that the formula is being re-worked. Mr. MacDonald noted that URI had done that for us in the past and isn't the impact driven by the type of business. Mr. Schriever said that the demographic makeup for each

group is considered and that every effort is made to reduce down time in the City. Mr. Duffy asked Mr. Schriever to remember the Dunkin' Donuts Center when speaking to potential clients. Mr. Schriever assured him that the CVB has been doing that for the past few months. Mr. Gavitt inquired about effects that homeland security is having. Mr. Schriever reported that the CVB staff has attended several seminars concerning homeland security.

George Donnelly of the CVB asked to show a television advertisement to air during the upcoming boxing match. The ad was shown and well received. Mr. Judge asked if Mr. Donnelly had done it and Mr. Donnelly answered that he and some friends had made the commercial and were working on a longer version. He stated that there will be a series of fights and the City will get some good exposure. It was suggested that the advertisement be put on the CVB web site. Mr. Donnelly reported that new photographs had been taken of the City as well as Warwick, Block Island and Roger Williams Park. Mr. Duffy asked if the pictures are owned by the CVB. Mr. Donnelly said that we do not own them but have the right to use them in perpetuity. Mr. Duffy reminded the group that we also have all the footage from the show "Providence". Post cards that are being sent monthly to meeting planners, past clients and potential clients were distributed. Ms. Venturini noted the room for personal messages from the sales team on the card. Mr. Donnelly said that we need to get the message out that we will soon have many additional hotel rooms and a refurbished arena.

**Mr. Muldoon stated that work on the Festival of Trees is proceeding. Mr. Duffy asked that Sister Ann be kept apprised of the progress. Mr. Muldoon reported that Sister Ann had decided not to be involved this year.**

**Mr. Gavitt asked when a decision would be made on the U.S. Figure Skating Championship. Mr. Shriever noted that Providence had been eliminated but a host City had not been selected yet.**

## **DUNKIN DONUTS COMMITTEE**

**Mr. Gavitt reported that there had been a healthy response to the walk-through of the Dunkin Donuts Center. He said that seventeen individuals had attended. Mr. Duffy noted that we will invite two or three Architectural/Engineering firms to make presentations to the committee on August 23rd and asked all Board Members to make an effort to attend. Mr. Duffy said that the committee will make a recommendation to the Board on August 25th. Mr. Gavitt reported that this is being fast tracked and taking place before the deal for the facility is consummated in order to have a firm on board as soon as the closing takes place. Mr. McCarvill reported that the City is being cooperative. He continued that he would be meeting with the laborers and Mr. Brooks on Friday. Mr. Leach said that we are following the purchasing regulations of the State and that the responses to the RFP having to do with qualifications will be the only**

bids opened and reviewed prior to presentations. He continued that the fee structure will not be known at the time of presentations. Conversations ensued regarding the steps that need to be taken such as transfer of the property to the Providence Redevelopment Agency. Mr. Duffy said that we would like to review the resolution prior to the transfer. Mr. Nee asked in the best case scenario when would the contract for the Architect be issued. Mr. Gavitt noted that somewhere in the mix is a bond sale. Mr. Leach said that we are also working on a City zoning change and analyzing the code. He continued that the zoning change will not delay the Purchase and Sale agreement. Mr. Duffy commented that we have to manage public expectation. Mr. McCarvill reported that the major work is slated for the next two summers. Mr. Duffy said that two more commissioners will be on board in July, 2006, one appointed by the Governor and one by the City Council. Mr. MacDonald cautioned that prospective architects should be made aware of the new State fire codes. Mr. McCarvill said that the fire codes and ADA have been addressed.

## **CHAIRMAN'S AND EXECUTIVE DIRECTORS REPORT**

Mr. McCarvill announced that by the end of the day, he expected a very qualified individual would be hired as controller for the Authority.

Member of Local 217 HERE were present as asked to address the Board. Bertha Medina stated that the hotel employees have been

**notified that parking rates would be increased by \$10.00 per month to a high of \$90.00 in October. She continued that most of those impacted by the rate hike are low income employees and she asked if the Board would consider other options. Mr. MacDonald stated that he has been advocating for free parking for years and that we need to address the issue. He said that he thinks there must be a way to help them. Mr. Duffy asked that the O&F Committee to study the issue. He thanked the union members and said that we will look at alternatives.**

**Noting no further business Mr. Duffy entertained a motion to adjourn.**

**Upon a motion duly made by Ms. Venturini and seconded by Mr. Nee it was unanimously**

**VOTED: to adjourn at 10:30 a.m.**